DEPARTMENT OF THE NAVY
BUREAU OF NAVAL PERSONNEL
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Changes to the Naval Military Personnel Manual included in **Change 39** are **effective the date written at the top of each article and below the article number on this change summary.**

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Rear Admiral, U.S. Navy
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Changes in articles titled and briefed below are incorporated in this CD-ROM.

Table of Contents - Revised to reflect all current changes.

Article No. and Date Approved	Article Title
1001-080 CH-39 11 May 2012	**MINIMUM REQUIRED SERVICE OF NAVY RESERVE OFFICERS WITH AN INITIAL 3 TO 6 MONTHS OF ACTIVE DUTY FOR TRAINING IN LIEU OF 2 OR MORE YEARS ACTIVE DUTY -** • Updated responsible office's phone number. (COG: OPNAV (N13)
1050-200 CH-39 4 Apr 2012	**REST AND RECUPERATION LEAVE PROGRAM -** • Congress authorized the implementation of a non-chargeable Rest and Recuperation Program 10 U.S.C. §705a. Requirements were established by DoD policy contained in DoDI 1327.06 and are reflected in this update. • Article has been revised throughout and should be reviewed in its entirety. (COG: OPNAV (N130))

1050-400 **CH-39** **20 Apr 2012**	**ACCRUED LEAVE CREDITABLE UPON RETIREMENT -** • Changed the responsible office code from PERS-83 to PERS-835. • Updated references throughout the article. (COG: NAVPERSCOM (PERS-835))
1160-030 **CH-39** **15 Mar 2012**	**CERTAIN ENLISTMENTS AND REENLISTMENTS UNDER CONTINUOUS SERVICE CONDITIONS** - National Defense Appropriation Act of Fiscal Year 2012 dictates mandatory change. • Inserted reference (g). • **Para 3i,** inserted qualification for continued service should be based on the ability of members to perform the functions of their rate, rank, or occupational specialty without physical or medical limitations at sea, shore, or isolated duty. • **Para 3i(3),** inserted policy stating that a member who has been found fit for continued naval service by a PEB may not be denied reenlistment for the physical condition in which the member was reviewed and found fit by the PEB. However, member must remain complaint with all other eligibility criteria identified in this article and references. (COG: NAVPERSCOM (PERS-81))

1160-120 **CH-39** **1 Jul 2012**	**HIGH YEAR TENURE -** • **Para 1,** merged the Active and Reserve component policy into one total force policy. Currently there are two separate policies, one for Active component (1160-120) and the other for Reserve component (MILPERSMAN 1160-130). • **Para 2d (table),** eliminated passed not advanced (PNA) requirement for E-3 personnel to stay to the 8-year HYT limiting gate, and changed the E-3 HYT limiting gate to 5 years vice 6 years for all E-3 Sailors, regardless of whether or not they've PNA'd an exam. Reduced the HYT gate to 4 years vice 6 years for all E-1 through E-2 personnel. • **Para 5e,** added language to cancel a HYT waiver when the waiver was granted for a specific assignment, OBLISERV, or program and has not been fulfilled by the Sailor. • **Para 11d,** added language that directs separation or transfer to nonpay for Sailors who become HYT due to a reduction in rate, in which the new HYT date is less than EAOS/EOS date. • Revisions have been made throughout, article should be reviewed in its entirety. (COG: OPNAV (N132))
1160-130 **CH-39** **1 Jul 2012**	**SELECTED RESERVE (SELRES) HIGH YEAR TENURE (HYT) -** • **Cancelled.** Merged and updated contents into MILPERSMAN 1160-120. (COG: OPNAV (N132))

1301-120 **CH-39** **4 Apr 2012**	**OFFICER DISTRIBUTION - JOINT DUTY ASSIGNMENT TOUR LENGTHS** - Updates reflect new policies for joint command and U.S.C. 38. • Changed responsible office from N13 to PERS-45J. • Reference (a) and (c) was added. • **Para. 2b(3)**, removed exclusion from the 36-month minimum tour requirement and inserted a new one. • **Para. 3d(9)(12)(13)**, inserted new information required on the tour length waiver requests. • **Para. 4b(3)**, inserted "NAVPERSCOM will submit waiver requests to the Director for Manpower and Personnel, Joint Staff for processing." (COG: NAVPERSCOM PERS-45J))
1301-202 **CH-39** **19 Mar 2012**	**OFFICER SPECIAL ASSIGNMENTS - NOMINATIVE BILLETS/NOMINATION OF OFFICERS** - Changes incorporate applicable detail for nominative leadership billets sourced through the IA process and expectations for courtesy record reviews in effect for 06 COS/EA billets. • **Notes 1-3,** inserted. • **Para. 3r (table),** inserted. (COG: NAVPERSCOM (PERS-44))
1301-204 **CH-39** **28 Apr 2012**	**OFFICER SPECIAL ASSIGNMENTS - CAPTAIN ASSIGNMENTS** • **Cancelled.** Duplication; contents are contained in MILPERMAN 1301-202. (COG: OPNAV (N131))

1301-824 CH-39 28 Apr 2012	**COMMAND POLICIES AND PROCEDURES - MAJOR FLEET READINESS CENTER EXECUTIVE OFFICER (XO) TO COMMANDING OFFICER (CO) FLEET UP POLICY -** • Title changed from "Command Policies and Procedures - Navy Aviation Depot Command Executive Officer (XO) to Commanding Officer (CO) Fleet Up Policy" to the above. • Reference (a) was cancelled and removed from the article. • **Para 1**, Aviation Depots has been changed to Fleet Readiness Centers. • **Para 2c,** changed Shore Station Management Course to Major Command Leadership Course. (COG: OPNAV (N131))

1306-300 **CH-39** **9 Apr 2012**	**OVERSEAS TOUR EXTENSION INCENTIVES PROGRAM (OTEIP)** • Updated reference (f). • **Para. 1g (note),** inserted Fleet RIDE PTS quota requirement. • **Para. 6a(1),** inserted the command's responsibilities and updated the NAVPERS 1070/613 Administrative Remarks entry for incentive Option A. • **Para. 6b(1),** inserted the command's responsibilities and updated the NAVPERS 1070/613 Administrative Remarks entry for incentive Option B. • **Para 6c(1),** inserted the command's responsibilities and updated the NAVPERS 1070/613 Administrative Remarks entry for incentive Option C. • **Para 6d(1),** inserted the command's responsibilities and updated the NAVPERS 1070/613 Administrative Remarks entry for incentive Option D. • **Para. 7,** inserted the command's responsibilities and NAVPERS 1070/613 Administrative Remarks entry for changing of incentive options. • **Para. 8,** inserted the command's responsibilities and NAVPERS 1070/613 Administrative Remarks entry for canceling extensions. (COG: NAVPERSCOM (PERS-40CC))
1306-801 **CH-39** **15 Mar 2012**	**ENLISTED ASSIGNMENT SCREENING -** • Added reference (d). • **Para 2b**, removed from article. • **Para 4c(4)**, referenced SECNAV memo and added "Sailors' eligibility for reenlistment is established in MILPERSMAN 1160-030". (COG: NAVPERSCOM (PERS-40BB))

1306-917 **CH-39** **3 May 2012**	**NAVY EQUAL OPPORTUNITY ADVISOR (EOA)** - Clarified requirements needed for entry into the EOA Program, procedures for requesting waiver of the second tour requirement, and procedures for remaining in the program for a third EOA tour. • Revisions made throughout, article should be reviewed in its entirety. (COG: NAVPERSCOM (PERS-4010D1))
1306-936 **CH-39** **3 May 2012**	**ADVANCEMENT EXAMINATION DEVELOPER AND MILITARY EXAM LEADER** - The requirement for prospective gains to graduate from instructor school prior to reporting to the Navy Advancement Center has been abolished. • **Para 1,** removed "via instructor school, to learn the methods and techniques of training and upon completion transfer". (COG: NAVPERSCOM (PERS-40BB))
1306-957 **CH-39** **3 May 2012**	**NUCLEAR PROPULSION TRAINING ACTIVITIES** - Multiple packages have been submitted with incorrect documentation. Changes are to better clarify the requirements of the screening package for nuclear propulsion training activities. • Screening requirements revised throughout the article, please review in its entirety. (COG: NAVPERSCOM (PERS-403))

1306-964 **CH-39** **3 May 2012**	**RECRUITING DUTY** - Production recruiters are frequently on independent duty and require stringent screening procedures to identify the best candidates in the Fleet to have successful tours on recruiting duty. • Revisions made throughout, article should be reviewed in its entirety. (COG: NAVPERSCOM (PERS-4010)
1306-968 **CH-39** **3 May 2012**	**CAMP DAVID (NAVAL SUPPORT FACILITY, THRUMONT, MD)** • Updated references. • **Para 1c**, updated tour length from 24 months for E1 - E3 to 36 months for all pay grades. • **Para 1b,** inserted new background information. • **Para 2a (table)**, updated ratings per Camp David's activity manning document. • **Para 2c**, added that some of aviation rating and CS E-1-E-3 will be selected directly from "A" schools. • **Para 2e,** inserted the requirement that candidates must be U.S. citizens. (COG: NAVPERSCOM (PERS-4010F)/Camp David))
1306-979 **CH-39** **3 May 2012**	**RECRUITMENT/ASSIGNMENT TO COMMANDER, NAVAL SPECIAL WARFARE DEVELOPMENT GROUP (COMNAVSPECWARDEVGRU)** - • Updated COMNAVSPECWARDEVGRU's phone number. • **Para 2a (table)**, added CTI, LS, and RP and removed CTA, CTM, and SK. • **Para 2e**, made the 48-month OBLISERV waiverable. (COG: NAVPERSCOM 401D/COMNAVSPECWARDEVGRU))

1600-040 **CH-39** **4 Apr 2012**	**PROCEDURES FOR COMMANDS TO WHICH ENLISTED ABSENTEES ARE ATTACHED -** The proposed changes to this article aligns this article with the DJMS Procedures Training Guide. The PTG states that if the member is UA over 5 days, submit the SJ04. • Updated responsible office code from PERS-OOD1 to OOD. • Removed reference (c). • **Para. 2**, changed the procedures on the 10th day to the 5th day of absence per DJMS PTG. • ***Para. 3***, inserted new procedures for when a member fails to report on transfer orders. (COG: NAVPERSCOM (PERS-OOD))
1640-030 **CH-39** **3 May 2012**	**TYPES OF CORRECTIONAL RFACILITIES AND CONFINEMENT PARAMETERS -** • **Para. 1d,** serving sentences at a level 1 confinement facility changed from "not to exceed 6 months" to "up to but not to exceed 1 year." Deviations must be authorized by NAVPERSCOM (PERS-OOD) or CMC (PSL corrections). • **Para. 2a(table),** added NAVSTA Guantanamo Bay, Cuba. • **Para. 2b (table),** added USS MAKIN ISLAND (LHD 6) to the west coast afloat brigs and USS ABRAHAM LINCOLN (CVN 72) to the east coast afloat brigs. • **Para. 2c (table)**, removed SUBASE New London, CT (see Note 4). • **Para. 2c(2) (table),** removed Norfolk, VA from the waterfront brig table. • **Notes 4, 5, and 6, removed.** (COG: NAVPERSCOM (PERS-OOD))

1640-040 **CH-39** **28 Apr 2012**	**DESIGNATION OF PLACES FOR CONFINEMENT -** • **Para. 1 (table),** inserted MILPERSMAN 1640-030 as a reference throughout the table. Added "on bread and water or diminished rations" to the confinement criteria. Changed from a member being on bread and water to 30 days or less. Changes were made throughout this table and should be reviewed entirely. (COG: NAVPERSCOM (PERS-00D))
1800-010 **CH-39** **9 Apr 2012**	**GENERAL GUIDELINES FOR CONDUCTING CEREMONY FOR RETIREMENT OR TRANSFER TO THE FLEET RESERVE -** • Added references (b) and (c). • Updated organization codes. • **Para. 4c,** added references to clarify the use of accountable funds regarding ceremonies. • **Para. 5,** included at CNRC's request Honorary Recruiter for Life Certificate, Letter, and lapel pin. Included a note to provide guidance for commands to obtain certificate and letter. • **Para. 9e,** included clarification with regards to postage costs for invitations and programs and included references. • **Para. 12,** changed place of contact from NAVRESPERSCEN to NAVPERSCOM (PERS-912) (COG: NAVPERSCOM (PERS-835))
1811-010 **CH-39** **23 Apr 2012**	**RETENTION ON OR RECALL TO ACTIVE DUTY IN A RETIRED STATUS -** • Updated responsible office code from PERS-83 to 8353. • Updated references. • **Para. 2,** inserted limitations and exclusions (references (d) through (e)). • **Note 1,** inserted. (COG: NAVPERSCOM (PERS-8353))

1910-120 **CH-39** **15 Mar 2012**	**SEPARATION BY REASON OF CONVENIENCE OF THE GOVERNMENT - PHYSICAL OR MENTAL CONDITIONS -** Public Law 112-81 dictates the following changes. • Updated phone numbers for PERS-835 and 913. • Inserted reference (f). • **Para. 2d**, inserted policy change allowing Sailors to be retained in service after being found fit by a PEB. Additionally, ADSEP processing for the condition that the PEB found the Sailor fit is no longer authorized. This does not preclude ADSEP processing for misconduct or other mandatory or disqualifying reasons. • **Para 3g**, updated policy per reference (f). (COG: NAVPERSCOM (PERS-835/PERS-913))